**Minutes** **April 18, 2018**

BOARD OF DIRECTORS MEETING

0344 Kings Row Drive North

The April meeting was held at the Hazard Residence. In attendance were Directors Carolyn Dahlgren, Julie Hazard, Jo Ashton, Sauron Chapman, owners Carol Nieuwenhuizen, Patrick Chase, Tom Hazard, Christian Lewis, Adam Sahnow, manager Keith Edquist. Bookkeeper Krystle Beattie was unable to attend.

**Meeting topics: Collection of unpaid assessments procedures, discussions of ARC applications lots 26 and 37, letters and contacts with lot 21 owner regarding RV, “Opt-in” email authorizations for owners, updates on “bandit trail” easements, curb stop project with John McDermott, “entry point” installation at pumphouse, EPC and Zancanella contracts, financial reports, and the SWPP report revisited.**

**Approval of Minutes**—the Board approved the minutes of the March 21, 2018 meeting without changes. These will be posted to the website.

**Public comment**-Owner Christian Lewis attended to give an update on the progress he has made on his lot (26) and provided a site plan showing proposed improvements. He was encouraged to get his application completed with the ARC. He was asked about weed control and stated he would be spraying for these over the summer. He said also he would only be here periodically over the summer but said he would tend to weeds during the season. He was asked to h6contact Garfield County’s Steve Anthony, or owner Tom Hazard of Green Acres Landcare for assistance with this. He expected to complete work on the lot by the fall, and says he is working towards making the homesite a bit more private.

Owner Sauron Chapman also took the opportunity to update the Board on his lot (37) and plans he has there. He has met with ARC, but now has determined he cannot include all of the improvements he wants to make on a single application. He said he could complete the ARC application he has by the end of the week. He has grading and drainage issues he wishes to correct, and this will be the focus of his initial ARC application. He has rented space for some of the equipment on his lot from an adjacent (non-KR) landowner and moved three trailers there already.

**Collection of Unpaid Assessment Procedure-**Owner Leavenworth sent comments regarding the association’s assessment collection procedures, which had been forwarded for review to the KR attorney. President Hazard had revised the returned resolution and presented it for acceptance. After brief discussion, there was a motion and second to adopt this resolution as 18.001 which passed without dissent. Mr. Leavenworth sent a check for the late fees assessed, which will be credited and deposited. The resolution is to be distributed by email to owners and put onto the website. *Assignment-K. Beattie.*

In a related conversation, Director Dahlgren is to send to Keith and Julie the plat for KR, and correspondence with Zancanella regarding the entry point project agreement. *Assignment C.Dahlgren.*

**Managers Report** – Keith said that the “opt-in’ form for emails and a KR Directory went out by email on April 4th-there have been about half a dozen responses. He spoke with John McDermott and will be able to join him in looking for curbstops in May; 37 of 49 stops have been located. He said he had sent back the Environmental Process Control contract for a rewrite but had not received a reply yet.

He said he had called the Lot 21 owner to see if progress had been made or could be expected on moving the RV from the driveway. Evidently it is not running and will need to be repaired before it is moved. Edquist’s letter to this owner did indicate that moving may not suffice and screening may be required, at the ARC/Board’s discretion.

Edquist spoke by phone with engineer Tom Zancanella, who recommended KR retain an excavator to work from his engineered drawings and start work on the ‘entry point’ water tap. Zancanella will have to report to CDPHE on completion of the work and his inspection. All work is to be photographed by the contractor during installation, and contractor is to call for all required locates. Keith said EPC will need to begin the process by locating the main water supply line coming from the tank. This will be the source for the ‘entry point’ water sampling. Edquist is to contact two referred and trusted contractors for competitive bids, collect their insurance information and begin the project as soon as practical. *Assignment-K Edquist.*

**Back Flow/Cross Connection Resolution-** As detailed in the March minutes, Director Dahlgren is working with attorney Jeff Conklin on the language for the back flow/cross connection resolution and at this time, he is addressing the ‘right of entry’ questions regarding private property.

**811 Emergency-**In regard to the addition of KR to the 811 call list, Dahlgren gave Edquist a document from Conklin regarding Tier 2 requirements for the 811 system which is basically a primer on the 811 system for utility locates. The Association attorney has advised that KR is required to join the 8-1-1 Association. This involves KR in that its underground potable and non-potable water lines, valves and irrigation boxes should be located and marked prior to excavation by any owner or the association itself. *Assignment Edquist..*

**Update to the pumphouse phone call listings**-changes to the automatic dial outs from the pumphouse should there be trouble on the monitored systems is done by Kevin Madison of Western Colorado Electrical Control Specialties. Owner Tom Hazard offered to work with Kevin to update this list of persons called in case of trouble with the pumphouse controls. *Assignment T. Hazard.* Emergency number for contacting the water operator is 888-552-8859.

Edquist inquired about the requirement he had seen regarding threadless sample taps to the wells, and Carolyn said she could send information from Zancanella Engineering and CDPHE regarding this to Keith and Julie. *Assignment C. Dahlgren.*

**SWPP update-**Director Chapman said he was misunderstood at the last meeting, and that instead of bringing a report on the Source Water Protection Plan, he had only asked to see it in order to understand its scope. Carolyn had the report with her and gave it to Sauron for his review.

**President’s update and other business**

**Financial reports-**bookkeeper Beattie had prepared the financial reports as of April 17th. After review there were no questions regarding the reports, and it was noted that Beattie had not called attention to any unusual items.

**Irrigation repair and maintenance-** Tom Hazard provided a memo on maintenance of the irrigation system for 2018 and 2019. He plans to replace half the service valve covers this year and half next year with irrigation valve box covers. This would also be done this year for all of the system isolation valves. Air vents on the system would be painted to disappear a bit-they are now white with small holes in the tops. These need to remain unchanged to allow proper flow in the pipes, but generally need no maintenance. This fall Tom’s memo proposes installation of a low point drain on this system to allow evacuation of all the water in the piping. Estimated costs are $1560 for summer 2018, and $1135 for summer 2019. There was a motion, second and vote to accept this estimate for maintenance.

**Proposal for cleaning up after your pet-**there was general discussion of increasing dog waste being evident in the neighborhood. The Hazards proposed to install two bag stations, stock them with bags, and donate two signs asking people ‘please clean up after your pet’. Location of the two stations was not determined at this time, but suggestion was made to locate them on the open space trails and out of the County road right-of-way. Owners will be expected to pick up waste and carry it home, as trash receptacles were not being recommended. Director Dahlgren made a motion, seconded by Chapman to accept this proposal on a trial basis, with a review of results in 6 months. This passed without dissent. There is concern that without trash receptacles provided, the waste bags will begin to litter the neighborhood.

**Update on lot 48 and ‘bandit trail’---**the owners of the RV parked at lot 48 have moved it to storage and will be completing an ARC application in regard to screening for this. However, continued enforcement work was recognized as necessary for other such non-compliance uses in KR. In regard to the bandit trail, President Hazard is waiting for the Association’s attorney to finalize an agreement regarding this easement, the latest version of which has been sent to these parties. Signage placement and language thereon on this section of trail has yet to be determined.

**Covenant 11 questionnaire--**President Hazard had written a questionnaire/survey which she asked the Board for permission to distribute to owners to arrive at some consensus as to what is or is not acceptable in terms of appearance on lots, so that a revision will ‘strike the right balance’. She is looking for feedback on the matter.

There followed discussion regarding amending of the covenants in general, as opposed to just covenant 11, though this is the one presently at issue in terms of how owners are using their properties. Carolyn made a motion to have Directors Ashton and Hazard meet to revise the covenant 11 questionnaire, and send it out to the membership, without committing the Board to any of the suggested changes/responses. *Assignment J.Ashton, J.Hazard.* This motion was seconded and passed. Director Dahlgren also recounted an existing history of proposed changes to the covenants and agreed to send reference regarding these to the Board from the work done in 2015. *Assignment C. Dahlgren*

Next meeting will be held at the Dahlgren residence, June 6th, 2018, @7:00pm

There being no further business to come before the Board, the meeting was adjourned at 9:40 pm.

Respectfully submitted,

Keith M. Edquist, Association Manager

Julie Hazard, Kings Row President